R-ADM Training for PDA

(Proof of Concept)

The Relational Administrative Data Management (R-ADM) PC system manages administrative and personnel data, including all training information on service members. The R-ADM Training application for PDA extends the capabilities of the PC application, allowing instructors to use a handheld device to take attendance in class and record absentee comments electronically. They can then upload this data directly to R-ADM.

This extension of R-ADM's capabilities not only simplifies in-class attendance recording by bringing automation to the classroom, it minimizes errors through the following benefits:

- It offers field level automation.
- It eliminates paper record keeping.
- It eliminates lost data.
- It eliminates redundant data entry.

1 First, the instructor registers his/her class in R-ADM as usual. Once that is done, performing a simple query in the system generates the roll file needed for the PDA. This file contains the course topic, course dates, and instructor's name, as well as the following data for each student:

- Name
- SSN
- Rank/Rate
- UIC
- Department
- Division
- Work Center

The instructor quickly transfers this file to the handheld by syncing with the PC.
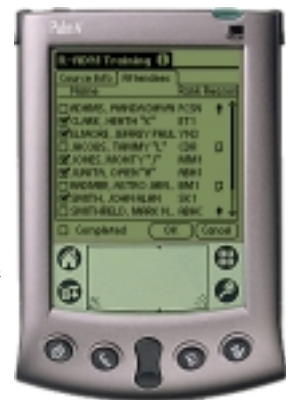
2 In class, the instructor uses the R-ADM Training app on the PDA to take attendance and record comments on absentees.

The instructor can take attendance in one of two ways:

- By scanning the bar code on each student's smart card or ID badge.
- By checking names using the PDA's stylus.

3 When the class is complete, the instructor syncs the PDA once again to instantly transfer class attendance data back to the R-ADM system. The R-ADM Training application sends back the course duration, attendance data, and comments for absentees. Personnel training records are automatically updated to show which students completed the class, so data never has to be entered twice. Simplicity, efficiency, mobility.